

**MEETING NOTES**  
**HARBOUR HEIGHTS STREET & DRAINAGE ADVISORY COMMITTEE**  
**October 28, 2014 – Regular Meeting**  
**10:00 a.m. - Public Works Conference Room**

**Attendees:** John Ginter, William Moyer, Maggie Scott, James Snyder and Steve Vieira

**Absent:** Gail Phillips (excused)

**County:** Mike Dallenbach, Dawn Harrison, Venkat Vattikuti, and Sandy Wright

Mr. Vieira called the meeting to order at 10:00 a.m. A roll call was taken. A quorum was present.

There was discussion regarding changing the meeting days to be one other than a Tuesday to accommodate Ms. Phillips who volunteers all day on Tuesdays. Mr. Vieira stated another member works a job and his days off are Tuesdays. Ms. Scott stated she has made arrangements with the school to have Tuesday's off for these meetings. Mr. Vieira stated that he would try but won't be able to accommodate everyone.

Minutes from September 16, 2014 were unanimously approved as written.

**Citizen Input on Agenda Items Only (3 Minute Limit)**

- None
- Mr. Vattikuti Transportation Engineer attended the meeting to discuss the speed limit on Sulstone. There was discussion regarding the evacuation route and the S curve. There was extensive discussion regarding the speed limit, straightening of the S Curve, and the possibility of grants to help with funding. The Committee would like to formally request that be looked at. The committee agreed they currently do not have the funding available to start another project; however they would like to get the cost estimates and a definitive scope of work so that the committee can move forward with trying to get funding from other sources. Mr. Vattikuti will research. Mr. Vieira stated that if funding became available during the 2015 paving program that would be the best time to do the work. Mr. Vattikuti explained that the road has to be on a functionally classified network in order to be able to be straightened. MPO would actually be agency that would be responsible for the study which could take up to 7-8 years. A CIP is a 5 year process. Mr. Vattikuti stated that Sulstone is on his list for a traffic study and it will be performed during peak season. Mr. Vattikuti will follow up. Mr. Moyer made a motion to do a traffic study on Broadpoint and Sulstone; the motion was seconded by Ms. Scott and passed unanimously.
- A hurricane evacuation route sign needs to be replaced on Sulstone and Broadpoint. Mr. Vattikuti will follow up.

**New Business:**

- Project commencement date of the medians – Ms. Harrison conveyed that 60% plans will be complete in November. The schedule states November – December should be complete. The 100% plans should be complete in January. There was discussion regarding the time frame it would take to complete the project. Looks like the estimated window is the end of May. The contractor will provide one year maintenance after the project is done.
- Financials – The final approved FY2014/2015 budget was distributed for review and discussion.

**Old Business:**

- Entrance Sign – Ms. Harrison conveyed the planter placement and final painting of the sign will be done next week. Ms. Harrison will follow up regarding the irrigation being stubbed out. There was discussion regarding removing the trees from the median and replacing them on the side of the road. If trees are planted there; watering them needs to be taken into consideration. The last trees didn't survive. If there is money left over the committee can look for a recommendation for planting new trees.

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- Sidewalk Design – The 60% plans will be ready for staff and committee review on November 20. There was discussion regarding the park project including a sidewalk. Mr. Green from Weiler Engineering confirmed with Mr. Vieira that there is no sidewalk included in that project. The retention ponds along Voyageur Drive will be reworked and will be done before the sidewalk project starts. If utilities have to be relocated due to the MSBU project, the MSBU will have to pay for the relocation. Designs can be changed if it's more cost effective; that is normally taken into consideration during the design phase. Ms. Scott reported that a petition was available for signatures over the past weekend to help Harbour Heights get support for grant funding for the sidewalks.
- Outreach on Assessment Increase – There was discussion regarding an outreach community meeting and a mailing. Ms. Harrison supplied a draft letter with only the facts to review. A community meeting date and time needs to be set up. Mr. Vieira wants the letter to include the year the roads were paved last in Harbour Heights. There was discussion regarding the wording of the mail out. The Deep Creek Elementary school cafeteria would be the best location for the community meeting. The committee agreed to hold a community meeting on Wednesday, January 21 or 28 at 7pm at the Deep Creek Elementary depending on the schools availability. Late January is the best time to hold the meeting to get as many people as possible to attend as possible. Mr. Vieira will have additional information to include in the draft letter and return it to Ms. Harrison.

### Advisory Committee Open Discussion:

- When the traffic study is complete, if the criteria changes on Sulstone it may qualify for grant funding.

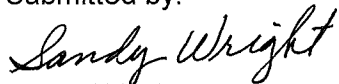
### Citizen Input on MSBU Related Items (5 Minute Limit)

- None

The next meeting is scheduled for Tuesday December 9, 2014 at 3:00 p.m. and the next meeting after that on Tuesday, January 6, 2015 at 2pm.

The meeting was adjourned at 11:22 a.m.

Submitted by:



Sandy Wright  
Public Works Department

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